



## Facilitation Report

**School: Waiau Pa School**

**Date: 27 September 2011**

### **Worked with:**

Junior Team  
ICT lead teachers  
Intermediate Team

### **Outcomes:**

- In the first session I worked with the junior team. We reviewed the year and looked forward to 2012 and how to maintain momentum with elearning. We discussed how the parents should become an integral part of the wiki community and how at next year's meet the parent evening the wikis should be given prominence and an expectation be set that parents follow the pages of their students. To do this I showed the team how the 'Notify Me' tab works. I explained how it will be necessary for a parent to have a wikispaces account but not necessarily be a member of the class wiki. I then showed the team how the permissions settings can be changed on a wiki so that non members can be part of the discussions on each page. Finally I showed the team how to use the new comment feature so that teachers and students can give feedback to specific areas on a wiki page. After this we discussed the need to start to consider digital citizenship in 2012 and how the 9 strands of digital citizenship will impact upon students, teachers, the school and the community as the school transitions from cyber safety to digital citizenship. Finally I reminded the team that their wikis have been created for 2012 already and that they will need to remove their students as members of their 2011 wiki on the last days of term. This will mean that the students can look at the content, but can no longer edit it.
- After morning tea the Lead ICT team met. We discussed strategies for getting new staff up to speed in 2012. I discussed the need for the school to create an induction procedure for new staff and an exit strategy for departing staff. It is my suggestion that an induction pack be made up of videos and resources that are considered core aspects of the elearning functionality at Waiau Pa and that new staff be given a target date by which they have to be proficient at these tools. In addition there also needs to be an active IP farming process in school to capture good elearning pedagogy in school. These resources could be stored on the school intranet and used in the induction package as well as CPD for the

existing staff. We discussed the need to create skills tutorials for students and staff and also discussed the requirement that the school maintain control over all student content that is published to non school resources. I suggested that as part of the exit strategies developed one of them should be to change the passwords to the accounts that the school owns as a member of staff leaves. Finally we looked at how staff should be using the wikis and how to monitor this in 2012. The issue of workload was raised and I suggested that abandonment be adopted such that one new thing is introduced and one old system or requirement is abandoned. It was felt that such a strategy would compel staff to use the technologies, care has to be taken however to ensure that reluctant staff see this as a minimum target. It was also briefly discussed that I work in classes next year to team-teach with teachers.

- In the afternoon I worked with the Intermediate team. We spent the entire session planning the science unit planned for term 4 around a forensic investigation, a crime the student have to solved. In order to meet the literacy intentions for the term we have also decided that the work should be scenario based with the students being split into detectives and newspaper reporters charged with following the case and the detectives solving the case. The unit will end with a syndicate trial where the evidence will be submitted and scrutinized.

**Forward action:**

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